

## 2.33.080 Manager - Committee related duties

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### **2.33.080 – Manager - Committee related duties**

It shall be the duty of the manager:

- A. To classify all the supplies used by the various branches of the City government, and in consort to establish and maintain a coexisting inventory control and accounting program for the City;
- B. To adopt as standards the minimum number of quantities, sizes, and varieties of supplies consistent with the successful operation of the City government;
- C. To prepare and adopt written specifications of all such standard supplies.
- D. In consort with the heads and other officials of the Using Agency to prepare and adopt written specifications for the procurement of contracts and agreements for Contractual Services as required by this Chapter.

(2013-M-21 : § 2; 1979-M-37 : § 4(2))